

**Genola Town
Planning Commission Meeting Minutes
October 2, 2025**

Planning Commission Present: Chairman Avery Fitzgerald, Commissioners: Bruce Nieveen, Mike Maughan, Brent Carter, Norm Beagley, Kent Argyle

Absent: Vice-Chair Daron Hughes

Staff Present: Deputy Clerk Nicole Preston, Attorney Josh Nielsen

Public Present: Sam Henstra, Justin Faulkner, David Zeeman

1. **Chairman Avery Fitzgerald called the meeting to order at 7:00pm.**
 - a. Commissioner Michael Maughan gave the opening prayer
 - b. Commissioner Avery Fitzgerald led the pledge of allegiance.

AGENDA ITEMS:

2. **Swearing in of new planning commission member**
 - a. Deputy Clerk then swore in new Planning Commission member Kent Argyle
3. **Approval of Minutes for September 4, 2025.**
 - a. Commissioner Norm Beagley made a **Motion** to approve the minutes for September 4th. Commissioner Brent Carter **Second** and the motion **Passed** all in favor.
 - i. Chairman Avery Fitzgerald - Yes
 - ii. Vice-Chair Daron Hughes - absent
 - iii. Commissioner Brent Carter - Yes
 - iv. Commissioner Bruce Nieveen - Yes
 - v. Commissioner Norm Beagley - Yes
 - vi. Commissioner Mike Maughan – Yes
 - vii. Commissioner Kent Argyle - Abstain

PUBLIC FORUM –

David Zeeman – Is asking for a 15-foot cap on lighting poles in residential areas. He feels that having lighting too high is detrimental to the community and ruins the atmosphere. The commission asked for clarification from Deputy Clerk Nikki Preston on what the current code was. She stated that the code in the R-1 zoning ordinance allows structures not for human occupancy to be up to 35 feet. Commissioner Maughan expressed his concern that possibly if these light poles may be close to the road and if they weren't constructed correctly then they could fall onto the road and is this something that the town should be worried about. They went deeper into the code and realized that light poles have no height limit, but the commission discussed that maybe it was more important to worry about the direction of the limit verses the height. They asked this to be a discussion item on next month's agenda.

4. Discussion and possible action on a proposed site plan for an accessory building for Scott and Toni Shelton located at 560 N Main St. in the B&K Estates subdivision Lot 1 Parcel #35.813.0001.

a. The commission went through the site plan checklist. Needs to label gas and water and have the building dimensions clearly marked.

b. Commissioner Mike Maughan made a motion to approve the site plan with the contingency that they clearly mark the building dimensions and show the gas and culinary water on the site plan. Commissioner Norm Beagley Second and the motion Passed all in favor.

- i. Chairman Avery Fitzgerald - Yes
- ii. Vice-Chair Daron Hughes - absent
- iii. Commissioner Brent Carter - Yes
- iv. Commissioner Bruce Nieveen - Yes
- v. Commissioner Norm Beagley - Yes
- vi. Commissioner Mike Maughan – Yes
- vii. Commissioner Kent Argyle - Yes

5. Discussion and possible action on a proposed amendment to the Developmental Standards Ordinance

- a. City Attorney Josh Nielsen went through some of the proposed changes since the last meeting including the language on the drainage section, and that no laterals should be put in the town public right of way or within a proposed road. He said that some of these changes were to match up with County and State requirements. Commissioner Mike Maughan questioned if the town even the right had to tell someone that they can't put a lateral in a proposed road where a road doesn't already exist. It was clarified that the city doesn't put in roads and that it will happen at the time of development. They discussed taken out the proposed road sentence to address this concern.
- b. The commission then discussed the inspections section and determined that because the county board of health do the inspections already it isn't needed to regulate that our building inspectors needs to do any inspections. They decided that this section should be taken out. There was an argument by resident Sam Henstra that if we a resident owns both side of the road that this should be allowed. The commission pushed back saying that this is still not a good idea and the town shouldn't allow it to protect the town's road as well as protect the resident from possible damage to their lines.
- c. Commissioner Norm Beagley made a **motion** to recommend to the town council the proposed amendment to the developmental Standards ordinance with the changes that among other be removed from number 1, take out all of number 2, and take off proposed roads from number 6. Commissioner Bruce Nieveen **Second** and the motion **Passed** all in favor.
 - i. Chairman Avery Fitzgerald - Yes
 - ii. Vice-Chair Daron Hughes - absent
 - iii. Commissioner Brent Carter - Yes
 - iv. Commissioner Bruce Nieveen - Yes
 - v. Commissioner Norm Beagley - Yes
 - vi. Commissioner Mike Maughan – Yes
 - vii. Commissioner Kent Argyle - Abstain

6. Discussion and possible action on a proposed amendment to the R-1 Zoning Ordinance.

94 a. They discussed the option of having a property owner petition the town council
95 to vacate the public utility easement and then have the document recorded with
96 the legal description of the land to be vacated. The discussed changing the
97 language to be via a legal description or an amended plat.
98 b. They discussed a change to add what percentage the current proposed is 35%
99 of concrete or asphalt could be on a parcel to protect drainage. The
100 commission determined that they would be not include this wording on anything
101 that would be accepted and possibly recommended today as this was the first
102 time that it had been discussed or that it had been seen by most of the
103 commission members.
104 c. Commissioner Mike Maughan made a **Motion** to recommend to the Town
105 Council the amendment to the R-1 Zoning ordinance with the changes as
106 discussed. Commissioner Bruce Nieveen **Second** and the motion **Passed** all in
107 favor.
108 i. Chairman Avery Fitzgerald - Yes
109 ii. Vice-Chair Daron Hughes - absent
110 iii. Commissioner Brent Carter - Yes
111 iv. Commissioner Bruce Nieveen - Yes
112 v. Commissioner Norm Beagley - Yes
113 vi. Commissioner Mike Maughan - Yes
114 vii. Commissioner Kent Argyle - Abstain
115

116 **7. Discussion on who/what qualifies for an agricultural exemption from Building**
117 **Permits**

118 a. The commission discussed this but determined that this is out of the planning
119 commissions purview and wouldn't be determined by the Planning Commission
120 and instead this should be determined by the Mayor and city attorney.
121

122 **8. Commission Comments**

123 a. Bruce Nieveen – had some proposed changes where he would like to propose
124 that we require a certain amount of parking spaces for anyone who has parking
125 spaces. He feels that this would be needed and in place before the state comes
126 in and requires us to change our ordinance and the Town doesn't have
127 adequate requirements in place. He feels that often there aren't enough parking
128 spaces in rental properties and that just leads to parking problems on the roads.
129 He would like it to be at least 2 parking spaces per bedroom, he has seen where
130 multiple times especially with college living there aren't enough spaces for each
131 apartment. It was clarified that this would probably be needed in the parking
132 ordinance. They discussed other provisions that he felt that would need to be in
133 to help with the possibility that the state requires high density housing, however,
134 it was also determined that these proposal couldn't be considered until such
135 time as the town requires that anyone who has rental properties disclose that to
136 the town and is required to submit to the towns requirements.
137

138 **9. Motion to Adjourn**

139 a. Commissioner Norm Beagley made a **motion** to adjourn. Chairman Brent
140 Carter **Second** and the motion **Passed** all in favor.

- i. Chairman Avery Fitzgerald - Yes
- ii. Vice-Chair Daron Hughes - absent
- iii. Commissioner Brent Carter - Yes
- iv. Commissioner Bruce Nieveen - Yes
- v. Commissioner Norm Beagley - Yes
- vi. Commissioner Mike Maughan – Yes
- vii. Commissioner Kent Argyle - Abstain

b. The meeting was adjourned at 9:12pm

Minutes prepared by Deputy Clerk Nicole Preston

154 Approved on: December 4, 2025

Lucinda Thomas

Lucinda Thomas, City Recorder